

A REGULAR MEETING OF THE FAUQUIER COUNTY BOARD OF SUPERVISORS WAS HELD JANUARY 4, 2000 AT 9:30 A.M. IN WARRENTON, VIRGINIA

P R E S E N T Mr. Larry L. Weeks, Chairman; Mr. Joe Winkelmann, Vice Chairman; Mr. Harry Atherton; Ms. Sharon McCamy; Mr. Raymond Graham; Mr. G. Robert Lee, County Administrator; Mr. Paul S. McCulla, County Attorney

ADOPTION OF THE AGENDA

Mr. Winkelmann moved to adopt the Agenda subject to removing Closed Meeting. Mr. Weeks seconded, and the vote for the motion was unanimous as follows:

Ayes: Mr. Larry L. Weeks; Mr. Joe Winkelmann; Mr. Harry Atherton; Ms. Sharon McCamy; Mr. Raymond Graham

Nays: None

Absent During Vote: None

Abstention: None

ELECTION OF THE CHAIRMAN

Ms. McCamy moved to nominate Mr. Weeks Chairman for 2000. With no further nominations, Mr. Weeks was elected Chairman for 2000 by acclamation.

ELECTION OF THE VICE CHAIRMAN

Mr. Graham moved to nominate Mr. Winkelmann Vice Chairman for 2000. With no further nominations, Mr. Winkelmann was elected Vice Chairman for 2000 by acclamation.

ADOPTION OF THE BOARD OF SUPERVISORS 2000 BY-LAWS AND RULES OF PROCEDURE

Mr. Winkelmann moved to adopt the following Board of Supervisors 2000 By-Laws and Rules of Procedure. Ms. McCamy seconded, and the vote for the motion was unanimous as follows:

Ayes: Mr. Larry L. Weeks; Mr. Joe Winkelmann; Mr. Harry Atherton; Ms. Sharon McCamy; Mr. Raymond Graham

Nays: None

Absent During Vote: None

Abstention: None

2000

BYLAWS AND RULES OF PROCEDURE

FAUQUIER COUNTY BOARD OF SUPERVISORS

SECTION 1 -- PURPOSE AND BASIC PRINCIPLES

Section 1-1 Purpose of Bylaws and Rules of Procedure

- A. To enable County government to transact business expeditiously and efficiently;
- B. To protect the rights of each individual;
- C. To preserve a spirit of cooperation among Board members; and
- D. To determine the pleasure of the Board on any matter.

Section 1-2 Five Basic Principles Underlying Bylaws and Rules of Procedure

- A. Only one subject may claim the attention of the Board at one time;
- B. Each item presented for consideration is entitled to full and free discussion;
- C. Every member has rights equal to every other member;
- D. The will of the majority must be carried out, and the rights of the minority must be preserved; and
- E. The personality and desires of each member should be merged into the larger unit -
- the Fauquier County Board of Supervisors.

SECTION 2 -- MEETINGS

Section 2-1 Regular Meetings

~~A. The time and place of regular meetings of the Board of Supervisors (hereinafter referred to as the Board) shall be established at the Board's annual organizational meeting. Regular meetings shall be held in the Board Meeting Room, Warren Green Building, 10 Hotel Street, Warrenton, Virginia on the first and third Monday of each~~

~~month. The first regular monthly meeting agenda shall be devoted primarily to work sessions, public hearings, and policy formation with regular session beginning at 6:30 p.m. and public hearings typically scheduled to commence at 7:30 p.m. The second regular monthly meeting agenda shall be devoted primarily to action/decision items and will typically be scheduled to begin at 9:30 a.m. During the months of June, July, and August the Board will have only one regular session designed to accommodate both policy deliberations and action/decision items. The summer regular sessions will typically begin at 2:00 p.m. and may be temporarily adjourned for an evening repast and reconvene in regular session at 6:30 p.m. and public hearings at 7:30 p.m. The Board may, however, prescribe any other meeting place or time in compliance with Section 15.1-536 of the Code of Virginia (1950), as amended.~~

A. The time and place of regular meetings of the Board of Supervisors (hereinafter referred to as the Board) shall be established at the Board's annual organizational meeting. Regular meetings shall be held in the Board Meeting Room, Warren Green Building, 10 Hotel Street, Warrenton, Virginia on the first and third Monday of each month. The meeting agenda shall be as follows: 1:00 p.m. Work Sessions; 6:30 p.m. Regular Session; 7:30 p.m. Public Hearings. The Board may, however, prescribe any other meeting place or time in compliance with Section 15.2-1416 of the Code of Virginia (1950), as amended. During the months of June, July and August the Board will have only one meeting per month.

B. When a regularly scheduled meeting falls on a legal holiday, the meeting shall be held on the following business day.

Section 2-2 Special Meetings

A. The Board may hold such special meetings, as it deems necessary, at such times and places as it may find convenient; and it may adjourn from time to time. Any two (2) members may call a special meeting of the Board in such a manner as prescribed by Section ~~15.1-538~~ **15.2-1418** of the Code of Virginia (1950), as amended. Only matters specified in the notice shall be considered unless all of the members of the Board are present. Where a special meeting has been called the Board shall give to the media and general public such notice of the time, place and purpose of the meeting as is feasible.

Section 2-3 Annual Organizational Meetings

A. The first meeting held after the newly elected members of the governing body shall have qualified and the first meeting held in the corresponding month of each succeeding year shall be known as the annual meeting. The County Administrator shall preside during the election of the Chairman of the Board.

B. The Chairman shall be elected at the annual meeting for a term of one year. The

Chairman may succeed himself/herself in office.

C. Following the election of the Chairman, he/she will assume the chair and conduct the election of the Vice Chairman.

D. Following the election of the Vice Chairman, the Board shall:

1. Establish dates, times and places for the regular meetings;
2. Adopt its Bylaws and Rules of Procedure;
3. The Chairman shall make Board appointments to standing and ad hoc Board committees as required.

Section 2-4 Quorum and Method of Voting

A. At any meeting, a majority of the Supervisors shall constitute a quorum. All questions submitted to the Board for decision shall be determined by a roll call vote. The Chairman may choose to have the vote by voice vote or by show of hands; however, if there is one "no" vote or one abstention the Board shall be polled and the name of each member voting and how he or she voted shall be recorded. Any member voting no or abstaining shall have the responsibility for asking for a roll call vote.

B. Members abstaining shall state for the record their reason for abstaining.

C. A tie vote fails, ~~except as provided in Section 15.1-540 of the Code of Virginia (1950), as amended.~~

Section 2-5 Board to Sit In Open Session

A. The Board shall sit in open session and all persons conducting themselves in an orderly manner may attend the meetings; provided, however, the Board may conduct ~~Executive Sessions~~ **Closed Meetings** as permitted under the Virginia Freedom of Information Act.

Section 2-6 ~~Executive Sessions~~ **Closed Meetings**

A. ~~Executive sessions~~ **Closed Meetings** may only be convened in conformance with Section 2.1-344 of the Code of Virginia (1950), as amended.

B. No resolution, ordinance, rule, contract, regulation or motion agreed to in a ~~Executive Session~~ **Closed Meeting** shall become effective until the Board reconvenes in an open session and takes a vote of the membership on such resolution, ordinance, rule, contract or regulation or motion which shall have its substance reasonably identified in the open meeting.

C. At the conclusion of a ~~Executive Session~~ **Closed Meeting**, the Board shall reconvene in open session immediately thereafter and shall take a roll call vote certifying that to the best of each members' knowledge:

1. Only public business matters lawfully exempted from open session requirements were discussed; and
2. Only public business matters identified in the motion convening the ~~Executive Session~~ **Closed Meeting** were heard, discussed or considered.

Any member who believes that there was a departure from the above requirements shall so state prior to the vote, indicating the substance of the departure that, in his/her judgment, has taken place.

D. The failure of the certification to receive the affirmative vote of a majority of the members present during the ~~Executive Session~~ **Closed Meeting** shall not affect the validity or confidentiality of the ~~Executive Session~~ **Closed Meeting** with respect to matters considered therein in compliance with the Freedom of Information Act.

E. The Board may permit non-members to attend a ~~Executive Session~~ **Closed Meeting** if their presence will reasonably aid the Board in its consideration of an issue.

-

SECTION 3 -- OFFICERS

Section 3-1 Chairman and Vice Chairman

A. The Chairman shall preside over all meetings of the Board of Supervisors. The Chairman shall appoint Board members to serve on standing committees and ad hoc committees established by the Board of Supervisors. The Chairman shall annually appoint a chairman for each standing or ad hoc committee, which appointments shall occur at the Board's annual organizational meeting or at the inception of the committee for new committees.

Section 3-2 Clerk

A. The Clerk of the Board shall be the County Administrator. The County Administrator may appoint one or more members of the County staff to serve as Deputy Clerk of the Board.

Section 3-3 Parliamentarian

A. The County Attorney shall serve as the Parliamentarian for the purpose of interpreting these Bylaws and Rules of Procedure and Robert's Rules of Order as may be directed by the Chairman, or as required as a result of a point of order raised by

any one or more Board members. If the County Attorney is unavailable, the County Administrator shall serve as the Parliamentarian.

Section 3-4 Preservation of Order

A. At meetings of the Board, the presiding officer shall preserve order and decorum.

SECTION 4 -- CONDUCT OF BUSINESS

Section 4-1 Order of Business

A. The Board shall adopt an agenda, including a consent agenda, for each meeting by recorded vote of a majority of the Board members present. The adoption of the agenda shall be the first item for action following the Call To Order, Invocation, and Pledge of Allegiance.

Section 4-2 Consent Agenda

A. The Chairman and County Administrator shall style routine, non-controversial matters requiring Board action on a Consent Agenda. Items may be removed from the Consent Agenda and placed on the Regular Agenda on recorded vote by a majority of the Board members present. Only one motion is necessary to adopt all recommendations and action items on the Consent Agenda.

-

Section 4-3 Citizens' Time

A. The Board shall set aside twenty (20) minutes for Citizens' Time on each regular Board Meeting Agenda. During this period the Board shall receive comment from any citizen on any non-agenda item or any agenda item not scheduled for public hearing by the Board provided that the Chairman prohibit or proscribe the use of obscenity or other speech tending to create a breach of the peace; and provided further that no individual citizen shall be permitted to address the Board for more than five (5) minutes. In the event that more than four (4) speakers wish to be heard during Citizens' Time, the Chairman shall allocate the aforesaid twenty (20) minutes among speakers in an equitable manner.

-

Section 4-4 Supervisors' Time

A. On each regular Board Meeting Agenda there shall be a period designated as Supervisors' Time, during which each Board member shall be entitled to unrestricted use of five (5) minutes for such purposes as each member of the Board deems appropriate. Matters discussed during Supervisors' Time shall not constitute formal agenda items unless the adopted agenda is amended by majority vote of the members present and voting.

-

Section 4-5 Board of Supervisors Meeting Agenda Submissions

A. Board agenda requests shall comply with the "Administrative Guidelines for Board of Supervisors' Agenda Items". This agenda item submission protocol is promulgated by the County Administrator's Office subject to review by the Board.

Section 4-6 Motions

A. No motion shall be discussed prior to being duly seconded in accordance with these Bylaws.

B. All motions shall be duly seconded before being voted.

C. When a question is under discussion, no motion shall be received unless it is one to amend, to commit, to postpone, for the previous question, for a substitute motion, a motion to lay on the table, or a motion to adjourn.

D. A maker of a motion may not speak against his motion.

E. No member may speak more than twice to the same motion.

F. No member may speak a second time on a motion until every member desiring to speak has spoken.

G. A substitute motion shall be allowed to any motion properly on the floor; it shall have precedence over an existing motion and may be discussed prior to being voted on. If a vote on the substitute motion does not dispose of the former motion, the former motion must then be voted. Once a substitute motion is voted upon, a second substitute motion may be made. No more than two (2) substitute motions may be made.

H. When a vote upon any motion has been announced, it may be reconsidered on the motion of any member who voted with the prevailing side provided that such motion

shall be made at the session of the Board at which it was decided or the immediate subsequent regular meeting. Such motion for reconsideration shall be decided by a majority of the votes of the members present.

I. In accordance with the Constitution of the Commonwealth of Virginia, a recorded affirmative vote of a majority of the entire Board shall be required to pass any ordinance or resolution imposing taxes, authorizing the borrowing of money, or appropriating funds in excess of \$500.00.

Section 4-7 Decisions on Points of Order

A. The Chairman, when presiding at a meeting of the Board, without vacating the chair, shall refer any point of order to the Parliamentarian.

Section 4-8 Same; Appeal to Board

A. Any member of the Board may appeal to the Board from the decision of the Chairman on any question of order or the interpretation of these Bylaws. A majority vote of those present is necessary to overrule the Chairman. No second is required on a member's appeal.

Section 4-9 Motion to Adjourn

A. At a meeting of the Board, a motion to adjourn shall always be in order.

Section 4-10 Suspending Rules

A. One or more of these Bylaws and Rules of Procedure may be suspended with the concurrence of two-thirds of the members present.

Section 4-11 Amendment of Rules

A. These Rules of Procedure may be amended by majority vote of the entire membership, provided that a proposed amendment may not be voted on unless a text thereof shall have been presented to the Board at a previous meeting at which the date for a vote on the proposal had been established. Such notice shall not be required for any amendment adopted at the annual meeting. Any proposed amendment shall be subject to further amendment at the meeting at which the vote is taken.

Section 4-12 Robert's Rules of Order

A. The proceedings of the Board, except as otherwise provided in the Bylaws and Rules of Procedure and by applicable State law, shall be governed by Robert's Rules of Order, provided, however, that the rules governing small assemblies contained in Robert's Rules of Order shall not apply.

SECTION 5 -- AGENDA

Section 5-1 Preparation

A. The Clerk shall prepare an agenda for the regularly scheduled meetings conforming to the order of business specified in Section 4-1 titled "Order of Business".

B. Matters may be placed on a Board agenda only in the following manner: (1) by resolution of the Board; or (2) upon the direction of any member of the Board of Supervisors; or (3) by the County Administrator or County Attorney; or (4) when directed by Section 15.2-1243 et seq. of the Code of Virginia as a claim to be presented to the Board of Supervisors, or (5) upon referral of a land use matter to the Board of Supervisors as provided for in Chapter 22 of Title 15.2 of the Code of Virginia. No matter may be placed upon the Board's agenda unless an Agenda Request form has been submitted to the County Administrator at least ten (10) days prior to the Board meeting for which the item is scheduled to be considered. Pursuant to Paragraph A. of this section, the County Administrator shall place agenda items submitted in conformance with this paragraph on the Board's agenda for the next regular meeting following its timely submission.

C. All items which are requested to be placed on the agenda which have not been submitted within the prescribed deadline shall be placed on the next regular agenda for consideration.

Section 5-2 Delivery of Agenda

~~A. The agenda and related materials for regular Board meetings shall be received by each member of the Board and the County Attorney at least forty eight (48) hours prior to the meeting.~~

A. The agenda and related materials for regular Board meetings shall be available to each member of the Board and the County Attorney for pick-up in the office of the County Administrator by Noon on the Thursday immediately prior to the meeting.

Section 5-3 Copies

A. The Clerk of the Board shall prepare or cause to be prepared extra copies of the agenda and shall make the same available to the public in the Office of the County Administrator. The Clerk shall also have copies available at each meeting. The Clerk shall post the agenda in such public places in the County as shall give the public as much notice of the agenda as is feasible.

Section 5-4 Comments, Queries of Board Members

A. Board members are to observe the following rules during the discussion of agenda items, public hearings excepted:

1. Comments of Board members must be constructive. The Chairman ensures that comments are constructive.
2. The Chairman keeps discussion germane to the subject. The Chairman rules other comments out of order.

SECTION 6 -- BOARD APPOINTMENTS

Section 6-1 Board of Supervisors Standing Committees

A. The Board, by majority vote, may establish standing committees of the Board (i.e. Personnel, Finance). Each standing committee, once established by the Board, shall consist of two members of the Board appointed by the Chairman at the annual organizational meeting or at the inception of the committee for new standing committees.

Section 6-2 Board of Supervisors Ad-Hoc Committees

- A. The Board, by majority vote, may establish ad hoc committees. The Chairman shall appoint Board members to serve on ad hoc committees. Ad hoc committee assignments can be made at the annual organizational meeting or at the inception of the committee for new ad hoc committees.

Section 6-3 Citizen Appointments

A. All appointments of citizens, other than members of the Board of Supervisors, shall be made by a majority vote of Board members present.

B. Unless specified by law or otherwise, all appointments of citizens shall be made at the first January meeting after the election of the Board of Supervisors and shall be for a term of four years.

Section 6.4 Committee Attendance

Members of any standing or ad hoc committee of the Board of Supervisors, or of any committee to which the Board of Supervisors appoints a member, shall attend every scheduled meeting of the committee to which they have been appointed. Any member of a committee who fails to attend a minimum of seventy-five percent (75%) of the scheduled meetings of the committee in any year shall be held to have forfeited his or her membership on the committee. It shall be the duty of the chairman of any board of supervisor's appointed committee to determine the level of attendance of committee members. Upon receipt of written notice from the chairman of any committee that a member has failed to attend at least seventy-five percent (75%) of the scheduled meetings of the committee, the clerk of the board of supervisors shall notify, in writing, the committee member of his removal from the committee based upon his or her failure to attend the required percentage of scheduled meetings and

shall thank the member for his or her service to the community. In addition, the clerk to the board of supervisors shall place upon the agenda of the board of supervisors, a request to replace the member who has been removed. Replacement shall be made in the same manner as the original appointment and shall be for the remainder of the term for the committee member who has been removed. Upon the appointment of any committee member, the clerk to the board of supervisors shall forward to the member a copy of this section.

CITIZENS TIME

- Joe Higgs, Sheriff, representing the Constitutional Officers, commended Mr. Lee for his commitment and cooperation in working with their departments.

CONSENT AGENDA

Mr. Winkelmann moved to adopt the following Consent Agenda items. Ms. McCamy seconded, and the vote for the motion was unanimous as follows:

Ayes: Mr. Larry L. Weeks; Mr. Joe Winkelmann; Mr. Harry Atherton; Ms. Sharon McCamy; Mr. Raymond Graham

Nays: None

Absent During Vote: None

Abstention: None

Approval of the Minutes of the December 6, 1999 and December 20, 1999 Regular Meetings

A Resolution to Authorize a Public Hearing to Receive Comments on Potential Uses of the Community Development Block Grant Program for Fauquier County

RESOLUTION

A RESOLUTION TO ADVERTISE A PUBLIC HEARING TO

RECEIVE COMMENTS ON POTENTIAL USES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR FAUQUIER COUNTY

WHEREAS, the Virginia Department of Community Development administers the Community Development Block Grant Program which has earmarked \$23,173,000 for community improvement and planning projects; and

WHEREAS, Fauquier County has, from time to time, applied for and received Community Development Block Grant funds for improvements to the County; and

WHEREAS, Keith Fletcher has indicated an interest and is requesting that the County apply for Community Development Block Grant funds in April, 2000 to make sewer line improvements in the Fletcherville area; and

WHEREAS, the Community Development Block Grant program requires two public hearings, one asking for general comments on the Community Development Block Grant program and the second asking for specific comments on a specific application; now, therefore, be it

RESOLVED by the Fauquier County Board of Supervisors this 4th day of January 2000, That the County Administrator be, and is hereby, authorized to advertise a public hearing to receive comments on the Community Development Block Grant program on January 18, 2000.

APPOINTMENTS BY THE CHAIRMAN

Mr. Weeks made the following appointments:

Affordable Housing Committee Ms. McCamy

Agricultural and Forestal District Mr. Atherton

Agricultural Advisory Committee Mr. Graham (Chair)

Mr. Atherton

Airport Committee Ms. McCamy

Mr. Graham

Armory Board Mr. Winkelmann

Capital Improvement Program Mr. Weeks

Criminal Justice Board Mr. Winkelmann

Disability Services Board Ms. McCamy

Economic Development Advisory Council Ms. McCamy (Chair)

Emergency Services Task Force Mr. Winkelmann (Chair)

Mr. Graham

Finance Committee Mr. Winkelmann (Chair)

Mr. Graham

High Growth Coalition Mr. Winkelmann

Johnson Grass Committee Mr. Graham

Joint Communications Board Ms. McCamy

Planning District 9 Ms. McCamy

Planning District 9 CEO Mr. Weeks

Personnel Committee Mr. Atherton (Chair)

Mr. Graham

Public Safety Mr. Graham (Chair)

Mr. Atherton

Quantico Mr. Graham

Rappahannock River Basin Study Commission Mr. Atherton

Ms. McCamy (alternate)

Regional Jail Mr. Weeks

Route 50 Traffic Calming Task Force Mr. Atherton

Teacher Compensation Task Force Ms. McCamy (Chair)

Town/County Liaison Committee Mr. Winkelmann (Chair)

Mr. Atherton

Transportation Committee Mr. Atherton (Chair)

Mr. Winkelmann

VACo Board Mr. Winkelmann

Workforce Commission Mr. Weeks

APPOINTMENTS

Mr. Winkelmann moved to approve the following appointments. Ms. McCamy seconded, and the vote for the motion was unanimous as follows:

Ayes: Mr. Larry L. Weeks; Mr. Joe Winkelmann; Mr. Harry Atherton; Ms. Sharon McCamy; Mr. Raymond Graham

Nays: None

Absent During Vote: None

Abstention: None

AFFORDABLE HOUSING COMMITTEE

(terms expire 12/31/03)

Beverly Wallace Cedar Run District

Michael Strojni Scott District

Jennifer Kilanski Center District

Lannie Simmons Marshall District

Paul Blackmer Lee District

Walter Hitchcock Citizen Representative

AGRICULTURAL ADVISORY COMMITTEE

(terms expire 12/31/03)

Lee District

Susanna Grove Cedar Run District

Lucie Morton Garrett Scott District

John Mayhugh Center District

Jerry File Marshall District

Boots Ritchie At-Large Member

AIRPORT COMMITTEE

(terms expire 12/31/03)

Ken Hyde Center District

Scott Seegers Cedar Run District

Chuck Medvitz Scott District (Chair)

Jim VanLuven Lee District

Willis Risdon At-Large

Dennis Hunsberger At-Large

ARMORY BOARD

(terms expire 12/31/03)

Mike Muztafago – Center District

Jeanlou Combemale – Scott District

BOARD OF BUILDING APPEALS

(terms expire 12/31/03)

Michael W. Catts Cedar Run District

Andrew Crockett Scott District

James D. Eicher Marshall District

Frank S. Foley Center District

Walter Story Marshall District

James F. Tucker Marshall District

Wayne Carson Center District

CAPITAL IMPROVEMENTS PROGRAM COMMITTEE (CIP)

(terms expire 12/31/03)

Gene Lawhun Scott District (Chairman)

Bill Peters Cedar Run District

Paul Blackmer Lee District

David deGive Marshall District

JOHNSON GRASS CONTROL COMMITTEE

(terms expire 12/31/03)

John Schied At-Large (Chairman)

Lewis Wiley Scott District

Arthur H. Nash Marshall District

William Gulick, Jr. Center District

Charles F. Smith Lee District

PLANNING COMMISSION

(4 Year Term)

James R. Green, Jr. Marshall District 12/31/00

ROUTE 50 TRAFFIC CALMING TASK FORCE

Stephen Wolfe

Jim Rich

FAUQUIER COUNTY TRANSPORTATION COMMITTEE

(terms expire 12/31/03)

Ann McCarty Marshall District

William P. Jones Scott District

Per Bang-Jensen Center District

Billy Groves Lee District

Matt Smith Cedar Run District

EMERGENCY SERVICES TASK FORCE

Jeff Bates

SUPERVISORS TIME

- Ms. McCamy said that she intends to propose that the Board of Supervisors increase the number of public information forums to four per year and that they be held throughout the County in order to give more citizens an opportunity to attend. Board members agreed to discuss this proposal during a work session at the January 18 meeting.

- Ms. McCamy said that she would propose that the Board consider video taping its meetings and having the tapes available for citizens to check out from the public libraries. Board members agreed to discuss this proposal at a work session on January 18.
- Mr. Graham stated that he agreed with Ms. McCamy on both of her proposals to reach out to the citizens of the County.
- Mr. Winkelmann said that he would be submitting information for a January 18 work session to have Parks and Recreation brief the Board on the status of the sports fields issue.
- Mr. Winkelmann asked for Board support in asking Mr. Weeks to inform the High Growth Coalition of the County's support in hiring professional support to work with the General Assembly. Mr. Weeks will prepare a response and solicit each member of the Board to give their consent.
- Mr. Weeks commended the staff for their work on the smooth Y2K transition.
- Mr. Weeks said that there was a need to continue to brief Board members on issues relating to the County. Mr. Lee will provide background information and staff documentation on issues of past decisions and then a work session could be held to consider these decisions.
- Mr. Lee reviewed the Board's newly adopted by-laws as it pertains to the new meeting schedule so the citizens would be aware of the changes.

With no further business, the meeting was adjourned.